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- **MISSION STATEMENT:** "Our Mission is to encourage and promote safe, quality development & construction in the City of Salina."
- **PME Meeting:** The next meeting of the Plumbing, Mechanical and Electrical Contractors will be **TUESDAY JUNE 5, 2007 (not Wednesday)** at 7:00 pm at the Bi-Centennial Center.
- **BUILDING ADVISORY BOARD** meeting schedule: May 8, June 12, July 10. All meetings are at 4:00 p.m. in Room 107 of the City/County Building.
- **CONGRATULATIONS** to Sean Pilcher. Sean recently passed the master plumber's exam.

April 2007
22nd Edition

DEVELOPMENT SERVICES NEWSLETTER

Commission Approves Contractor Licensing

On April 9, 2007 the Salina City Commission adopted landmark legislation for our community requiring licensing for general building contractors as well as several categories of specialty contractor licenses. Among other things, the ordinance, with minor exceptions for homeowners, generally requires that a building permit may only be issued to a contractor licensed as a general contractor in the class of work for which the permit is sought. An owner or their agent may apply for a building permit, but the permit cannot be issued until the general contractor is designated. The general contractor will now be generally responsible for satisfying all of the requirements of the permit.

General contractor licenses are divided into 4 categories. A Class A license permits the holder to work on any and all buildings and structures except swimming pools, and work associated with fire sprinklers and alarms. A Class B license permits the same work as a Class A on any building up to 3 stories in height, and non-structural alterations to any building. A Class C license permits the holder to work on one-and-two family dwellings and their associated structures, except swimming pools. A Class D license permits a property owner to act as his own general contractor for work on their own property that does not exceed \$99,000 in value, but does not entitle the license holder to do any work that requires a specialty contractor's license or licensed trades work.

The new requirements also create several categories of specialty contractor licenses for structural concrete, framers and steel erectors, roofers, masons, fire sprinkler installers, fire alarm installers, sign installers, demolition contractors, swimming pool contractors and contractors who do concrete work in the city right-of-way. Contractors who perform these specialties must be licensed whether they are working for a general contractor or not.

Registered contractors who perform work related to siding, windows and doors, insulation, drywall, ceilings, millwork, painting, floor covering, and moving buildings or structures will still be required to maintain a registration. Other contractors, who do work such as fencing and lawn irrigation, will no longer be required to be registered.

Contractors wishing to obtain a license will be required to designate a Qualified Individual (QI) who is qualified on the basis of passage of the appropriate test or who has at least a bachelor's degree in engineering, architecture, or construction science and management. In addition, until August 1, 2007 a building contractor may apply for a provisional building contractor license provided that they designate a QI who meets the minimum prescriptive experience requirements outlined in the ordinance. However, once a QI has been designated for a provisional license on the basis of experience rather than testing or degree, the QI cannot be changed unless the new QI is tested or has a degree. In addition, a QI that has been designated for a provisional license is not permitted to disassociate themselves from one provisional license to serve as the QI for another provisional license unless they become certified by test or degree. Qualified Individuals will not be permitted to be the QI for more than one license at a time unless it is for the same license holder. QIs for regular general contractor licenses will be required to complete 6 hours of continuing education per year

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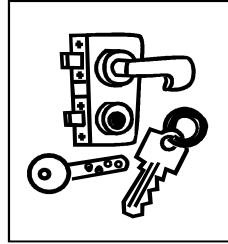
Contractor Licensing, cont'd from Page 1

in order to renew the license for the license holder. There is no continuing education requirement for specialty contractor qualified individuals. Provisional licenses cannot be renewed, but may be converted to a regular license at the end of the first licensing period if the QI completes the continuing education requirements necessary to convert the license. QIs for provisional general contractor licenses must complete 36 hours of continuing education in the first licensing period in order for the license to be converted. QIs for specialty contractor licenses must complete 9 hours of continuing education in the first licensing period in order for the license to be converted. We will provide more information on continuing education as it becomes available. It is our goal to partner with the Salina Homebuilders Association to provide at least some local continuing education.

The ordinance is available on the city's website at www.salina-ks.gov. License applications will be available by May 1, in the City Clerk's office and on the website. We would encourage everyone to read the ordinance and examine the applications before calling with questions about the new requirements. If you are still unsure of how the ordinance will affect your business, we would be happy to visit with you in our offices, or by phone (785-309-5715) or email at mike.roberts@salina.org.

And in a Related Story...**Attention Plumbing & Electrical Contractors!**

If your company has performed work in the past to install fire sprinkler or fire alarm systems, the new building contractor licensing provisions require that that work must now be done by licensed specialty contractors in those fields. Your skilled trade contractor license will not be acceptable to cover this work. If you wish to continue working in those fields, your company will need to obtain either a regular fire sprinkler or fire alarm specialty contractor's license, or a provisional license for those specialties. Applications for provisional licenses will not be accepted after August 1, 2007. If you have any questions regarding the requirements to obtain these licenses, please contact the Building Services Department.

**Pick the Right Lock**

Specifying and/or installing the right door latch for a commercial application can be tricky. Even the most familiar kinds of latches may not be approved in some applications. Building Services has recently noted instances where this proved to be the case.

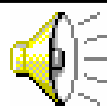
IBC section 1008.1.8.5 requires that the unlatching of any door leaf shall not require more than one operation. In addition, ADAAG section 4.13.9 requires that door latches must be operable without requiring tight grasping, tight pinching or twisting of the wrist. What we have noticed in a few installations recently are lever style privacy or security latches that lock by means of a twist button in the center of the latch rather than the push button style that automatically unlocks when the lever is turned.

These types of latches are satisfactory in residential uses and in some limited applications in multifamily residential construction. However, under the IBC they would never be approved in a commercial or industrial application since they require two operations to open when they are in the locked position. If they are on an accessible path of travel, they would not meet the ADAAG requirements as they require pinching and twisting to unlock.

This notice is provided as a general courtesy reminder and not as a notification of an enforcement change. There is no voluntary compliance period. Please be advised that these types of latches are unacceptable in commercial and industrial applications and will be required to be changed when they are installed in violation of these requirements. If you have a question regarding whether or not a particular door hardware style will be approved, please check with Building Services.

DID YOU KNOW?

A building permit application is a legal document and as such, it is important that the application be complete and accurate. Please complete all required items on the permit application, including a valuation for renovations, repairs, and remodels. In an effort to provide good customer service, staff has assisted in the past by completing portions of the application for you. Because staff cannot assume the responsibilities of the applicant, we will no longer be able to fill in the information for you. We will however continue to assist you in any way we can to obtain certain information, such as a legal description or legal owner of record, in order for you to complete the form. If an incomplete application is submitted, you will be contacted and asked to re-submit a complete application or come in and finish completing the application. The plan review for the permit will begin once the submittal is deemed complete.



REMINDER- Fee Change

On June 1, 2007 the new building permit fee schedule will go into effect. In the December 2006 newsletter we explained the upcoming changes in the fees and included the new fee schedule and square foot construction valuations. Permit applications submitted on or after June 1, 2007 will be subject to the new permit fees and valuation tables. Stand alone permits for plumbing, mechanical, electrical and mobile homes requested on or after June 1, 2007 will also be subject to the new fee, which is \$20.00 for each category of work. This information is available on the city's website at www.salina-ks.gov (click on Departments, click on Building Services, click on Fees) or you may request the information from our office located in Room 201 of the City-County Building at 300 W. Ash Street, 785-309-5715.

New Form!

Residential Building Permit Application

For those of you who submit residential building permit applications, Building Services now has a new form. To obtain the new form you can come in to our office or go online to the city website. Please discard any old forms and begin using the new form for all residential building permits, except for stand alone egress windows, demolitions, and swimming pools. We have separate forms for egress window permits, demolition permits and swimming pool permits. Those forms are also available on the website.

Reminder-Please be sure to complete all required information on a permit application form. Incomplete applications cannot not be accepted.

New Form!

The **Commercial Building Permit Submittal Guidelines checklist** has been reorganized and refined in an effort to help your project team prepare a quality building permit application submittal, which will expedite the review and issuance of your building permit. This new checklist replaces BLF-091, "Commercial Building Permit Submittal Requirements for New Buildings and Additions". This checklist will be available in Room 201 of the City-County Building and also on the City of Salina website, beginning May 1, 2007. A special mailing will be sent to our local / frequent design professionals and commercial general contractors. Please contact Building Services at 785-309-5715 with any questions.

Q What four things make a permit technician happy and also make your inspection request a rapid reality?

A Correct physical address, correct permit number, type of inspection, contractor's company name. That information gets your inspection request processed quickly and accurately. Thanks to all of you who are prepared to give us this information when you call!

FYI Re: IEBC & BAB

The next **Building Advisory Board** meeting will be Tuesday May 8, 2007 at 4:00 pm in Room 107 of the City-County Building. The agenda will include discussion of the *International Existing Building Code (IEBC)* with the goal of ultimately making a recommendation whether or not to adopt this code. We encourage and appreciate your professional perspectives and input and we hope to see you at this meeting.



REMINDER

Reminder to all contractors—Please keep your construction sites clean. This includes keeping the area clear of construction debris, trash and tall grass and weeds throughout the construction period. **THANKS!**

SOLVING PROBLEMS-QPR

The City of Salina has a **Quick Problem Resolution** process to resolve concerns between city staff and developers, owners, contractors and architects. If you have an issue related to development and cannot resolve that with an inspector or other staff in their department, please contact **Amy Lange, Development Coordinator, at 309-5715** to initiate a quick problem resolution meeting. It is our goal to solve problems quickly to keep your projects moving ahead.

All You Have To Do Is Ask!

Please submit your question via e-mail to:

building.services@salina.org

We will be happy to answer it!

And we might include it in our next newsletter!

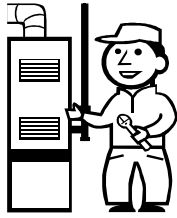
Development Services Dept.
300 W. Ash, Room 201
P.O. Box 736
Salina, KS 67402-0736

Phone: (785) 309-5715
FAX: (785) 309-5713
EMAIL:

building.services@salina.org

Visit the City Website
at www.salina-ks.gov

Building Services and Planning have their own web pages, accessible from the City's Homepage. Other city departments also have information available on this website. To view a specific department web page, click on Departments. The website contains a variety of useful information including forms, fees, local code amendments, past newsletters, informational brochures and public meeting agendas.



Furnaces Are Not Portable Equipment

The National Electric Code contains very specific requirements regarding the uses where flexible cords are permitted. Article 400.7(A) identifies those uses particularly as they relate to appliances and utilization equipment. Among the equipment that may be connected by flexible cord are portable appliances and equipment that must be frequently interchanged. It is and has been our interpretation that furnaces do not fall into either of these categories. Consequently new furnaces should be hardwired by permanent wiring methods, and not cord and plug connected. The exception to this requirement would be replacement furnaces that were previously cord and plug connected. In those instances, we will permit the new furnace to utilize the existing connection means.

Typically, the desire to use a cord and plug connection is to provide the equipment disconnecting means required by Article 422.31(B). On a related note, this section permits the circuit breaker to serve as the disconnecting means provided that it is within sight of the appliance. If the circuit breaker is located in a remote area from the furnace in an unfinished basement and there are intervening framed walls we will generally require that the appliance be furnished with a local disconnecting means. In instances where the circuit breaker is remotely located but there are no intervening walls, we would strongly recommend that a local disconnecting means be provided to assure the safety of any persons who might work on the equipment in the future after some kind of alteration has been made to the basement.

PRSR STD
Permit #400
US Postage Paid
Salina, KS 67401

Development Services
300 West Ash Street ♦ P.O. Box 736
Salina, Kansas 67402-0736
TELEPHONE (785) 309-5715
FAX (785) 309-5713

